

UNITED STATES DEPARTMENT OF AGRICULTURE
FOOD SAFETY AND INSPECTION SERVICE
WASHINGTON, DC

FSIS NOTICE

05-16

1/25/16

SANITATION STANDARD OPERATING PROCEDURES AT OFFICIAL IMPORT INSPECTION ESTABLISHMENTS

DO NOT IMPLEMENT UNTIL THIS NOTICE UNTIL FEBURARY 29, 2016

I. PURPOSE

This notice instructs import inspection personnel on verification activities related to new regulations that went into effect on November 18, 2014, requiring official import inspection establishments to implement Sanitation Standard Operating Procedures (Sanitation SOPs).

II. BACKGROUND

Official import inspection establishments must develop written Sanitation Standard Operating Procedures (Sanitation SOPs), as described in 9 CFR 416.11 through 416.17.

III. IMPORT INSPECTION PERSONNEL RESPONSIBILITIES

A. To verify whether an official import inspection establishment is meeting the requirements of 9 CFR 416.11 through 416.17, import inspection personnel are to:

1. Add a directed task, Pre-Op SSOP Review and Observation (Import), in the PHIS task calendar for each official import inspection establishment on their assignment to be performed during the next working visit to the official import inspection establishment after issuance of this notice;
2. Follow the instructions in [FSIS Directive 5000.1](#), *Verifying An Establishment's Food Safety System*, Chapter II, Part III, Sanitation Standard Operating Procedures (Sanitation SOPs), to verify whether the official import inspection establishment has Sanitation SOPs in place that meets the requirements of 9 CFR 416.11 through 416.17; and
3. Withhold the mark of inspection and contact their supervisor immediately if the establishment has not developed written Sanitation SOPs.

B. Beginning [insert 1st month following the month in which this notice is issued], import inspection personnel are to schedule the following tasks every month on the PHIS calendar for each official import inspection establishment on their assignment:

1. Pre-Op SSOP Record Review (Import);
2. Pre-Op SSOP Review and Observation (Import);

DISTRIBUTION: Electronic

NOTICE EXPIRES: 2/1/17

OPI: OPPD

3. Operational SSOP Record Review (Import); and
4. Operational SSOP Review and Observation (Import).

C. When import inspection personnel determine that an establishment is meeting the requirements of 9 CFR 416.11 through 416.17, they are to follow the instructions in [FSIS Directives 5000.1](#) and [5000.4](#), *Performing the Review Component of PBIS 01b02 Procedure and PHIS Pre-Op Sanitation SOP Review and Observation Task In Federally Inspected Processing, Slaughter and Import Establishments*, for documenting verification results in PHIS.

IV. QUESTIONS

Refer questions regarding this notice through your supervisor or submit your questions through [askFSIS](#). When submitting a question, use the “Submit a Question” tab, and enter the following information in the fields provided:

Subject Field:	Enter Notice: 05-16
Question Field:	Enter question with as much detail as possible.
Product Field:	Select Import from the drop-down menu.
Category Field:	Select Basic Import Answers from the drop-down menu.
Policy Arena:	Select International (Import/Export) from the drop-down menu.

When all fields are complete, press **Continue** and at the next screen press **Finish Submitting Question**.

NOTE: Refer to [FSIS Directive 5620.1](#), *Using askFSIS*, for additional information on submitting questions.



Assistant Administrator
Office of Policy and Program Development